

WEST VIRGINIA LEGISLATURE
EIGHTY-SECOND LEGISLATURE
REGULAR SESSION, 2015



ENROLLED
COMMITTEE SUBSTITUTE
FOR
COMMITTEE SUBSTITUTE
FOR

Senate Bill No. 455

(SENATORS PREZIOSO, CARMICHAEL, D. HALL, KESSLER,
LEONHARDT, PLYMALE, WALTERS, WILLIAMS, PALUMBO AND
STOLLINGS, *ORIGINAL SPONSOR*)

[PASSED MARCH 14, 2015; IN EFFECT NINETY DAYS FROM PASSAGE.]

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[Passed March 14, 2015; in effect ninety days from passage.]

AN ACT to amend and reenact §12-3A-6 of the Code of West Virginia, 1931, as amended; to amend and reenact §18B-1F-4 of said code; to amend and reenact §18B-5-4, §18B-5-6 and §18B-5-7 of said code; and to amend said code by adding thereto a new section, designated §18B-5-4a, all relating to public higher education procurement and payment generally; modifying receipting of certain electronic commerce purchases; increasing monetary threshold for certain required bids and surety; modifying notification of certain required bids; exempting purchases by certain higher education institutions from requirement to be encumbered; providing certain exemptions from certain design-build procurement requirements; increasing

time period for certain required audits; authorizing Higher Education Policy Commission to issue certain revenue bonds; and modifying requirements for disposition of certain items and the reporting requirements therefor.

Be it enacted by the Legislature of West Virginia:

That §12-3A-6 of the Code of West Virginia, 1931, as amended, be amended and reenacted; that §18B-1F-4 of said code be amended and reenacted; that §18B-5-4, §18B-5-6 and §18B-5-7 of said code be amended and reenacted; and that said code be amended by adding thereto a new section, designated §18B-5-4a, all to read as follows:

CHAPTER 12. PUBLIC MONEYS AND SECURITIES.

ARTICLE 3A. FINANCIAL ELECTRONIC COMMERCE.

§12-3A-6. Receipting of electronic commerce purchases.

1 (a) The state Treasurer may establish a system for
2 acceptance of credit card and other payment methods for
3 electronic commerce purchases from spending units.
4 Notwithstanding any other provision of this code to the
5 contrary, each spending unit utilizing WEB commerce,
6 electronic commerce or other method that offers products or
7 services for sale shall utilize the state Treasurer's system for
8 acceptance of payments except as provided in subsection (b)
9 of this section.

10 (b) A state institution of higher education may receive
11 credit card payments from systems of acceptance other than
12 that provided by the state Treasurer if:

13 (1) The proposed alternate system is compliant with the
14 payment card industry data security standards for acceptance

15 of payments, and the institution is proposing to use the
16 alternate system for the sole purpose of:

17 (A) Processing the payment of academic transcripts; or

18 (B) Accepting payment for applications for admission if
19 necessary to participate in a national or regional program for
20 applications for admission; or

21 (2) The institution certifies that the use of the alternate
22 system will not cause a reduction in the volume of credit card
23 revenues by more than ten percent as compared to previous
24 credit card revenues processed on behalf of the institution
25 during the previous fiscal year and the state Treasurer
26 consents to the use.

27 (c) To facilitate electronic commerce, the state Treasurer
28 may charge a spending unit for the banking and other
29 expenses incurred by the Treasurer on behalf of the spending
30 unit and for any work performed, including, without
31 limitation, assisting in the development of a website and
32 utilization of the Treasurer's payment gateway. A special
33 revenue account, entitled the Treasurer's Financial Electronic
34 Commerce Fund, is created in the state treasury to receive the
35 amounts charged by the Treasurer. The Treasurer may
36 expend the funds received in the Treasurer's Financial
37 Electronic Commerce Fund only for the purposes of this
38 article and for other purposes as determined by the
39 Legislature.

40 (d) The state Treasurer may authorize a spending unit to
41 assess and collect a fee to recover or pay the cost of accepting
42 bank, charge, check, credit or debit cards from amounts
43 collected.

44 (e) Upon written request from a political subdivision, the
45 state Treasurer may provide services of his or her office to a
46 political subdivision and charge for the services.

47 (f) The state Treasurer shall propose legislative rules for
48 promulgation in accordance with the provisions of article
49 three, chapter twenty-nine-a of this code to implement the
50 provisions of this section.

CHAPTER 18B. HIGHER EDUCATION.

ARTICLE 1F. MANAGEMENT AGREEMENTS FOR THE HIGHER EDUCATION POLICY COMMISSION.

§18B-1F-4. Powers and duties of board of directors and corporation.

1 (a) The primary responsibility of the corporation is to
2 manage the day-to-day operations of the technology park
3 through collaboration agreements with the commission. To
4 that end, the board of directors has the following powers and
5 duties:

6 (1) To employ an executive director subject to the
7 provisions of section five of this article;

8 (2) To approve employment of other staff recommended
9 by the executive director as being necessary and appropriate
10 to carry out the purposes of this article and subject to
11 agreements with the commission;

12 (3) To serve as fiscal agent and provide additional
13 services, including, but not limited to, property management,
14 human resources management and purchasing;

15 (4) To meet as a governing body. A corporation created
16 under this article is exempt from the provisions of section

17 three, article nine-a, chapter six of this code and from the
18 provisions of article one, chapter twenty-nine-b of this code;

19 (5) To receive, purchase, hold, lease, use, sell and dispose
20 of real and personal property of all classes, subject to the
21 provisions of subdivision (8) of this subsection and section
22 eight of this article;

23 (6) To receive from any source whatsoever grants to be
24 expended in accomplishing the objectives of this article;

25 (7) To receive from any source whatsoever aid or
26 contributions of money, property or other things of value to
27 be held, used and applied only for the purposes for which the
28 aid or contributions may be made;

29 (8) To accept and expend any gift, grant, contribution,
30 bequest, endowment or other money for the purposes of this
31 article. Any transfer of endowment or other assets by the
32 commission to the corporation or by the corporation to the
33 commission for management shall be formalized in a
34 memorandum of agreement to assure, at a minimum, that any
35 restrictions governing the future disposition of funds are
36 preserved. The commission may not transfer ownership of
37 the technology park property to the corporation;

38 (9) To make, amend and repeal bylaws, rules and its
39 governing documents consistent with the provisions of this
40 article to effectuate the purpose and scope of the corporation;

41 (10) To alter the purpose or scope of the corporation; and

42 (11) To delegate the exercise of any of its powers except
43 for the power to approve budgets to the executive director,
44 subject to the directions and limitations contained in its
45 governing documents.

46 (b) In addition to the powers and duties provided for in
47 this section and any other powers and duties that may be
48 assigned to it by law or agreement, the corporation has other
49 powers and duties necessary to accomplish the objectives of
50 this article or as provided by law.

**ARTICLE 5. HIGHER EDUCATION BUDGETS AND
EXPENDITURES.**

**§18B-5-4. Purchase or acquisition of materials, supplies, equipment,
services and printing.**

1 (a) The council, commission and each governing board
2 shall purchase or acquire all materials, supplies, equipment,
3 services and printing required for that governing board or the
4 council or commission, as appropriate, and the state
5 institutions of higher education under their jurisdiction,
6 except the governing boards of Marshall University and West
7 Virginia University, respectively, are subject to subsection
8 (d) of this section.

9 (b) The commission and council jointly shall adopt rules
10 governing and controlling acquisitions and purchases in
11 accordance with this section. The rules shall ensure that the
12 following procedures are followed:

13 (1) No person is precluded from participating and making
14 sales thereof to the council, commission or governing board
15 except as otherwise provided in section five of this article.
16 Providing consulting services such as strategic planning
17 services does not preclude or inhibit the governing boards,
18 council or commission from considering a qualified bid or
19 response for delivery of a product or a commodity from the
20 individual providing the services;

21 (2) Specifications are established and prescribed for
22 materials, supplies, equipment, services and printing to be
23 purchased;

24 (3) Purchase order, requisition or other forms as may be
25 required are adopted and prescribed;

26 (4) Purchases and acquisitions in such quantities, at such
27 times and under contract, are negotiated for and made in the
28 open market or through other accepted methods of
29 governmental purchasing as may be practicable in accordance
30 with general law;

31 (5) Bids are advertised on all purchases exceeding
32 \$50,000 and made by means of sealed or electronically
33 submitted bids and competitive bidding or advantageous
34 purchases effected through other accepted governmental
35 methods and practices. Competitive bids are not required for
36 purchases of \$50,000 or less.

37 (6) Notices for acquisitions and purchases for which
38 competitive bids are being solicited are posted either in the
39 purchasing office of the specified institution involved in the
40 purchase or by electronic means available to the public at
41 least five days prior to making the purchases. The rules shall
42 ensure that the notice is available to the public during
43 business hours;

44 (7) Purchases are made in the open market;

45 (8) Vendors are notified of bid solicitation and
46 emergency purchasing; and

47 (9) No fewer than three bids are obtained when bidding
48 is required, except if fewer than three bids are submitted, an
49 award may be made from among those received.

50 (c) When a state institution of higher education submits
51 a contract, agreement or other document to the Attorney
52 General for approval as to form as required by this chapter,
53 the following conditions apply:

54 (1) “Form” means compliance with the constitution and
55 statutes of the state of West Virginia;

56 (2) The Attorney General does not have the authority to
57 reject a contract, agreement or other document based on the
58 substantive provisions in the contract, agreement or document
59 or any extrinsic matter as long as it complies with the
60 constitution and statutes of this state;

61 (3) Within fifteen days of receipt, the Attorney General
62 shall notify the appropriate state institution of higher
63 education in writing that the contract, agreement or other
64 document is approved or disapproved as to form. If the
65 contract, agreement or other document is disapproved as to
66 form, the notice of disapproval shall identify each defect that
67 supports the disapproval; and

68 (4) If the state institution elects to challenge the
69 disapproval by filing a writ of mandamus or other action and
70 prevails, then the Attorney General shall pay reasonable
71 attorney fees and costs incurred.

72 (d) Pursuant to this subsection, the governing boards of
73 Marshall University and West Virginia University,
74 respectively, may carry out the following actions:

75 (1) Purchase or acquire all materials, supplies, equipment,
76 services and printing required for the governing board without
77 approval from the commission or the Vice Chancellor for
78 Administration and may issue checks in advance to cover
79 postage as provided in subsection (f) of this section;

80 (2) Purchase from cooperative buying groups, consortia,
81 the federal government or from federal government contracts
82 if the materials, supplies, services, equipment or printing to
83 be purchased is available from these groups and if this would
84 be the most financially advantageous manner of making the
85 purchase;

86 (3) Select and acquire by contract or lease all grounds,
87 buildings, office space or other space, and capital
88 improvements, including equipment, if the rental is
89 necessarily required by the governing board; and

90 (4) Use purchase cards under terms approved for the
91 commission, the council and governing boards of state
92 institutions of higher education and participate in any
93 expanded program of use as provided in subsection (u) of this
94 section.

95 (e) The governing boards shall adopt sufficient
96 accounting and auditing procedures and promulgate and
97 adopt appropriate rules subject to section six, article one of
98 this chapter to govern and control acquisitions, purchases,
99 leases and other instruments for grounds, buildings, office or
100 other space, and capital improvements, including equipment,
101 or lease-purchase agreements.

102 (f) The council, commission or each governing board
103 may issue a check in advance to a company supplying
104 postage meters for postage used by that board, the council or
105 commission and by the state institutions of higher education
106 under their jurisdiction.

107 (g) When a purchase is to be made by bid, any or all bids
108 may be rejected. However, all purchases based on advertised
109 bid requests shall be awarded to the lowest responsible bidder
110 taking into consideration the qualities of the articles to be

111 supplied, their conformity with specifications, their suitability
112 to the requirements of the governing boards, council or
113 commission and delivery terms. The preference for resident
114 vendors as provided in section thirty-seven, article three,
115 chapter five-a of this code applies to the competitive bids
116 made pursuant to this section.

117 (h) The governing boards, council and commission shall
118 maintain a purchase file, which shall be a public record and
119 open for public inspection.

120 (1) After the award of the order or contract, the governing
121 boards, council and commission shall indicate upon the
122 successful bid the following information:

123 (A) Designation as the successful bid;

124 (B) The reason any bids were rejected; and

125 (C) The reason for rejection, if the mathematical low
126 vendor was not awarded the order or contract.

127 (2) A record in the purchase file may not be destroyed
128 without the written consent of the Legislative Auditor. Those
129 files in which the original documentation has been held for at
130 least one year and in which the original documents have been
131 reproduced and archived on microfilm or other equivalent
132 method of duplication may be destroyed without the written
133 consent of the Legislative Auditor.

134 (3) All files, no matter the storage method, shall be open
135 for inspection by the Legislative Auditor upon request.

136 (i) The commission and council, also jointly, shall
137 promulgate rules to prescribe qualifications to be met by any
138 person who is to be employed as a buyer pursuant to this

139 section. These rules shall require that a person may not be
140 employed as a buyer unless that person, at the time of
141 employment, has one of the following qualifications:

142 (1) Is a graduate of an accredited college or university; or

143 (2) Has at least four years' experience in purchasing for
144 any unit of government or for any business, commercial or
145 industrial enterprise.

146 (j) Any person making purchases and acquisitions
147 pursuant to this section shall execute a bond in the penalty of
148 \$50,000, payable to the state of West Virginia, with a
149 corporate bonding or surety company authorized to do
150 business in this state as surety thereon, in form prescribed by
151 the Attorney General and conditioned upon the faithful
152 performance of all duties in accordance with this section and
153 sections five through eight, inclusive, of this article and the
154 rules of the governing board and the council and commission.
155 In lieu of separate bonds for these buyers, a blanket surety
156 bond may be obtained. The bond shall be filed with the
157 Secretary of State and the cost of the bond shall be paid from
158 funds appropriated to the applicable governing board or the
159 council or commission.

160 (k) All purchases and acquisitions shall be made in
161 consideration and within limits of available appropriations
162 and funds and in accordance with applicable provisions of
163 article two, chapter five-a of this code relating to expenditure
164 schedules and quarterly allotments of funds. Notwithstanding
165 any other provision of this code to the contrary, only those
166 purchases exceeding the dollar amount for competitive sealed
167 bids in this section are required to be encumbered. Such
168 purchases may be entered into the state's centralized
169 accounting system by the staff of the commission, council or
170 governing boards to satisfy the requirements of article two,

171 chapter five-a of this code to determine whether the amount
172 of the purchase is within the quarterly allotment of the
173 commission, council or governing board, is in accordance
174 with the approved expenditure schedule and otherwise
175 conforms to the article: *Provided, That*, notwithstanding the
176 foregoing provisions of this subsection or any other provision
177 of this code to the contrary, purchases by Marshall University
178 or West Virginia University are not required to be
179 encumbered.

180 (l) The governing boards, council and commission may
181 make requisitions upon the state Auditor for a sum to be
182 known as an advance allowance account, not to exceed five
183 percent of the total of the appropriations for the governing
184 board, council or commission, and the state Auditor shall
185 draw a warrant upon the Treasurer for those accounts. All
186 advance allowance accounts shall be accounted for by the
187 applicable governing board or the council or commission
188 once every thirty days or more often if required by the state
189 Auditor.

190 (m) Contracts entered into pursuant to this section shall
191 be signed by the applicable governing board or the council or
192 commission in the name of the state and shall be approved as
193 to form by the Attorney General. A contract which requires
194 approval as to form by the Attorney General is considered
195 approved if the Attorney General has not responded within
196 fifteen days of presentation of the contract. A contract or a
197 change order for that contract and notwithstanding any other
198 provision of this code to the contrary, associated documents
199 such as performance and labor/material payments, bonds and
200 certificates of insurance which use terms and conditions or
201 standardized forms previously approved by the Attorney
202 General and do not make substantive changes in the terms
203 and conditions of the contract do not require approval as to
204 form by the Attorney General. The Attorney General shall

205 make a list of those changes which he or she considers to be
206 substantive and the list, and any changes to the list, shall be
207 published in the State Register. A contract that exceeds the
208 dollar amount requiring competitive sealed bids in this
209 section shall be filed with the State Auditor. If requested to
210 do so, the governing boards, council or commission shall
211 make all contracts available for inspection by the State
212 Auditor. The governing board, council or commission, as
213 appropriate, shall prescribe the amount of deposit or bond to
214 be submitted with a bid or contract, if any, and the amount of
215 deposit or bond to be given for the faithful performance of a
216 contract.

217 (n) If the governing board, council or commission
218 purchases or contracts for materials, supplies, equipment,
219 services and printing contrary to sections four through seven,
220 inclusive, of this article or the rules pursuant to this article,
221 the purchase or contract is void and of no effect.

222 (o) A governing board or the council or commission, as
223 appropriate, may request the director of purchasing to make
224 available the facilities and services of that department to the
225 governing boards, council or commission in the purchase and
226 acquisition of materials, supplies, equipment, services and
227 printing. The director of purchasing shall cooperate with that
228 governing board, council or commission, as appropriate, in
229 all such purchases and acquisitions upon that request.

230 (p) Each governing board or the council or commission,
231 as appropriate, may permit private institutions of higher
232 education to join as purchasers on purchase contracts for
233 materials, supplies, services and equipment entered into by
234 that governing board or the council or commission. A private
235 institution desiring to join as purchaser on purchase contracts
236 shall file with that governing board or the council or
237 commission, as appropriate, an affidavit signed by the

238 president or designee of the private institution requesting that
239 it be authorized to join as purchaser on purchase contracts of
240 that governing board or the council or commission, as
241 appropriate. The private institution shall agree that it is bound
242 by such terms and conditions as that governing board or the
243 council or commission may prescribe and that it will be
244 responsible for payment directly to the vendor under each
245 purchase contract.

246 (q) Notwithstanding any other provision of this code to
247 the contrary, the governing boards, council and commission,
248 as appropriate, may make purchases from cooperative
249 buying groups, consortia, the federal government or from
250 federal government contracts if the materials, supplies,
251 services, equipment or printing to be purchased is available
252 from that source, and purchasing from that source would be
253 the most financially advantageous manner of making the
254 purchase.

255 (r) An independent performance audit of all purchasing
256 functions and duties which are performed at any state
257 institution of higher education shall be performed at least
258 once in each three-year period. The Joint Committee on
259 Government and Finance shall conduct the performance audit
260 and the governing boards, council and commission, as
261 appropriate, are responsible for paying the cost of the audit
262 from funds appropriated to the governing boards, council or
263 commission.

264 (1) The governing board shall provide for independent
265 performance audits of all purchasing functions and duties on
266 its campus at least once in each three-year period.

267 (2) Each audit shall be inclusive of the entire time period
268 that has elapsed since the date of the preceding audit.

269 (3) Copies of all appropriate documents relating to any
270 audit performed by a governing board shall be furnished to
271 the Joint Committee on Government and Finance and the
272 Legislative Oversight Commission on Education
273 Accountability within thirty days of the date the audit report
274 is completed.

275 (s) The governing boards shall require each institution
276 under their respective jurisdictions to notify and inform every
277 vendor doing business with that institution of section fifty-
278 four, article three, chapter five-a of this code, also known as
279 the Prompt Pay Act of 1990.

280 (t) Consultant services, such as strategic planning
281 services, do not preclude or inhibit the governing boards,
282 council or commission from considering any qualified bid or
283 response for delivery of a product or a commodity because of
284 the rendering of those consultant services.

285 (u) Purchasing card use may be expanded by the council,
286 commission and state institutions of higher education
287 pursuant to this subsection.

288 (1) The council and commission jointly shall establish
289 procedures to be implemented by the council, commission
290 and any institution under their respective jurisdictions using
291 purchasing cards. The procedures shall ensure that each
292 meets the following conditions:

293 (A) Appropriate use of the purchasing card system;

294 (B) Full compliance with article three, chapter twelve of
295 this code relating to the purchasing card program; and

296 (C) Sufficient accounting and auditing procedures for all
297 purchasing card transactions.

298 (2) Notwithstanding any other provision of this code to
299 the contrary, the council, commission and any institution
300 authorized pursuant to subdivision (3) of this subsection may
301 use purchasing cards for the following purposes:

302 (A) Payment of travel expenses directly related to the job
303 duties of the traveling employee, including, but not limited to,
304 fuel and food; and

305 (B) Payment of any routine, regularly scheduled payment,
306 including, but not limited to, utility payments and real
307 property rental fees.

308 (3) The commission and council each shall evaluate the
309 capacity of each institution under its jurisdiction for
310 complying with the procedures established pursuant to
311 subdivision (2) of this subsection. The commission and
312 council each shall authorize expanded use of purchasing
313 cards pursuant to that subdivision for any institution it
314 determines has the capacity to comply.

§18B-5-4a. Construction projects.

1 Notwithstanding any other provision of this code to the
2 contrary, and specifically section one, article twenty-two,
3 chapter five of this code, a state institution of higher
4 education is not required to solicit competitive bids or require
5 a valid bid bond or other surety for any construction project
6 unless the value exceeds \$100,000 in total cost.

§18B-5-6. Other code provisions relating to purchasing and design-build procurement not controlling; exceptions; criminal provisions and penalties; financial interest of governing boards, etc.; receiving anything of value from interested party and penalties therefor; application of bribery statute.

1 The provisions of article three, chapter five-a of this code
2 and section five, article twenty-two-a, chapter five of this

3 code do not control or govern design-build procurement or
4 the purchase, acquisition or other disposition of any
5 equipment, materials, supplies, services or printing by the
6 commission or the governing boards, except as provided in
7 sections four through seven, inclusive, of this article.
8 Sections twenty-nine, thirty and thirty-one, article three,
9 chapter five-a of this code apply to all purchasing activities
10 of the commission and the governing boards.

11 Neither the commission, the governing boards, nor any
12 employee of the commission or governing boards may be
13 financially interested, or have any beneficial personal
14 interest, directly or indirectly, in the purchase of any
15 equipment, materials, supplies, services or printing, nor in
16 any firm, partnership, corporation or association furnishing
17 them, except as may be authorized by the provisions of
18 chapter six-b of this code. Neither the commission, the
19 governing boards nor any employee of the commission or
20 governing boards may accept or receive directly or indirectly
21 from any person, firm or corporation, known by the
22 commission, governing boards or such employee to be
23 interested in any bid, contract or purchase, by rebate, gift or
24 otherwise, any money or other thing of value whatsoever or
25 any promise, obligation or contract for future reward or
26 compensation, except as may be authorized by the provisions
27 of chapter six-b of this code.

28 A person who violates any of the provisions of this
29 section is guilty of a misdemeanor and, upon conviction
30 thereof, shall be imprisoned in jail not less than three months
31 nor more than one year, or fined not less than \$50 nor more
32 than \$1,000, or both imprisoned and fined, in the discretion
33 of the court. Any person who violates any provisions of this
34 section by receiving money or other thing of value under
35 circumstances constituting the crime of bribery under the
36 provisions of section three, article five-a, chapter sixty-one of

37 this code shall, upon conviction of bribery, be punished as
38 provided in section nine of said article.

**§18B-5-7. Disposition of obsolete and unusable equipment, surplus
supplies and other unneeded materials.**

1 (a) The commission, the council and the governing
2 boards shall dispose of obsolete and unusable equipment,
3 surplus supplies and other unneeded materials, either by
4 transfer to other governmental agencies or institutions, by
5 exchange or trade, or by sale as junk or otherwise. The
6 commission, the council and each governing board shall
7 adopt rules governing and controlling the disposition of all
8 such equipment, supplies and materials. The rules shall
9 provide for disposition of the equipment, supplies and
10 materials as sound business practices warrant under existing
11 circumstances and conditions and for adequate prior notice to
12 the public of the disposition.

13 (b) The commission, council or governing board, as
14 appropriate, shall report biannually to the Legislative Auditor
15 all sales of commodities made during the preceding
16 biennium. The report shall include a description of the
17 commodities sold, the name of the buyer to whom each
18 commodity was sold, the price paid by the buyer.

19 (c) The proceeds of sales or transfers shall be deposited
20 in the state treasury to the credit on a pro rata basis of the
21 fund or funds from which the purchase of the particular
22 commodities or expendable commodities was made. The
23 commission, council or governing board, as appropriate, may
24 charge and assess fees reasonably related to the costs of care
25 and handling with respect to the transfer, warehousing, sale
26 and distribution of state property that is disposed of or sold
27 pursuant to the provisions of this section.

19 [Enr. Com. Sub. for Com. Sub. for S. B. No. 455

28 (d) Notwithstanding the provisions of this section, the
29 commission, council or a governing board may donate
30 equipment, supplies and materials with the approval of the
31 commission, council or governing board or their designee, as
32 appropriate.

The Joint Committee on Enrolled Bills hereby certifies that
the foregoing bill is correctly enrolled.

.....
Chairman Senate Committee

.....
Chairman House Committee

Originated in the Senate.

In effect ninety days from passage.

.....
Clerk of the Senate

.....
Clerk of the House of Delegates

.....
President of the Senate

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Speaker of the House of Delegates

The within this the

Day of, 2015.

.....
Governor